

ARCHIVES DEPARTMENT

The 13th July, 2009

8th September, 2009

No. 6/1-2008 Abhi.— The Governor of Haryana is pleased to constitute a State Level Regional Records Survey Committee with immediate effect for a period of two years. The Committee will consist of the following members.

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| 1. The Financial Commissioner and Principal Secretary, Government of Haryana, Archives Department. | Chairman | Official |
| 2. The Director, Archives Department Haryana, Panchkula | Member | Official |
| 3. The Director General of Archives Government of India, National Archives of India, New Delhi. | Member | Official |
| 4. The Chairman, Indian Council of Historical research, New Delhi | Member | Non-Official |
| 5. Head of Department of History Maharshi Dayanand University, Rohtak | Member | Non-Official |
| 6. Head of Department of History Kurukshetra University, Kurukshetra | Member | Non-Official |
| 7. Professor and Chairman Centre for study of Haryana History, Culture and Social Development, HIPA, Gurgaon | Member | Non-Official |
| 8. The Deputy Director Archives, Archives Department, Haryana, Panchkula | Member Secretary | Official |

The Assistant Directors of Regional Repositories of Ambala, Hisar, Gurgaon and Rohtak will be special invitees.

The Committee may enlist co-operation of such members, whose advice it considers necessary for development and progress of the survey of records and upkeep of archival wealth of Haryana.

Objective: The objective in setting up of the Committee is to carry out a systematic survey of archival material in possession of temples, individuals, institutions and business houses in Haryana and to suggest ways and means for their proper preservation, listing and utilization by research scholars. This Committee will also work as advisory committee and archival council.

Head-Quarters : The Headquarters of the Committee will be at Chandigarh/Panchkula (Office of the Director, Archives Department, Haryana, Panchkula).

Tenure : The tenure of the Committee shall be of two years commencing from the date of the issue of the notification of the constitution of this Committee. The term of the office of the members shall also be for two years.

Meetings : The Committee will meet as often as necessary at any place within the State, subject to the availability of funds.

Quorum : Three members will constitute the quorum for a meeting and one of them will be a non-official

Functions : The Committee will perform the following functions :

- (a) To advise Haryana Government on the survey of manuscripts and documents; pre-1900 published books; rare private papers, paintings of historical, administrative archival and cultural value in private custody and private papers of eminent persons, old families of note and business houses of Haryana, and to assist in the acquisition by donation or loan;
- (b) To induce individuals, institutions, societies and business houses to send their documents and photographs of historical, administrative and cultural importance to Archives Department for proper use by bonafide research scholars;
- (c) To advise the Department of Archives to acquire typed, Photostat, Xerox or microfilm copies of those important documents and books which the owners do not want to part with;
- (d) to advise the Department of Archives to register those important documents and manuscripts which the owners do not want to part with;
- (e) to advise the State Government in the matter of preservation and maintenance of public records and on any other technical matter in respect of archives; and
- (f) to advice the State Government regarding enactment of archival law.

Procedure : All proposals for the donation, acquisition and loan of documents etc, noticed by the member(s) of the Committee will be intimated through the Member Secretary of the Committee who will place them before the Committee in its next meeting for determining their historical, archival, cultural or administrative value.

Allowances : The non-official members will draw their T. A./D.A. in accordance with the instructions contained in the Chief Secretary to Government of Haryana Circular letter No. 670-Pol. (4) 72, dated 4th April, 1972 and U. O. No. 10/31-88-Pol.(4), dated 7th March, 1989 and the expenditure will be debitable to the Head "2205 Art and Culture- Setting up of Haryana State Archives, Development of Archives and Setting up of Regional Repositories (Non-plan). The Deputy Director Archives, Member-Secretary of the Committee will be controlling officer authorized to countersign the T. A. Bills of the Non-official Members.

The official members will draw their T.A./D.A. from their respective Departments and the expenditure on this account will be debitable to the Heads from where they draw their respective salaries.

This issues with the concurrence of the Finance Department vide their U. O. No. 20/2/2FD II/09/1338, dated 13th July, 2009.

R. R. FULIYA,
Financial Commissioner and Principal Secretary to
Government Haryana, Archives Department.